

AMENDATORY SECTION (Amending WSR 99-01-021, filed 12/7/98, effective 1/7/99)

**WAC 136-11-010 Purpose and authority.** The laws of the state of Washington (~~((specify))~~) provide in RCW 36.80.030 that the county engineer shall have supervision, under the direction of the county legislative authority, of maintaining all county roads of the county. The purpose of maintenance management is to recognize that the majority of road maintenance activities can be planned, scheduled and accomplished in a predetermined manner which will result in improved economics of operation, public safety and welfare, and preservation of investment of county roads(~~((: Provided, however, That maintenance management shall not be mandatory and shall not be considered in the issuance of certificates of good practice))~~). RCW 36.78.121 directs the county road administration board, or its successor entity, to establish a standard of good practice for maintenance of transportation system assets.

AMENDATORY SECTION (Amending WSR 99-01-021, filed 12/7/98, effective 1/7/99)

**WAC 136-11-020 Goal.** This chapter is intended to encourage (~~((each))~~) county (~~((engineer to apply))~~) application of basic management principles to road maintenance activities and to set forth specific goals and objectives relative to the results to be achieved.

AMENDATORY SECTION (Amending WSR 99-01-021, filed 12/7/98, effective 1/7/99)

**WAC 136-11-030 Objectives.** (~~((For the guidance and information of the county engineer developing a maintenance management program the following objectives merit serious consideration:~~

~~(1) To provide, annually, opportunities for key personnel to receive initial training or refresher training in the principles of maintenance management.~~

~~(2) To develop countywide maintenance standards or levels of service for each major maintenance activity.~~

~~(3) To develop standards of performance for individuals and work crews setting forth both the quality and quantity of results anticipated.~~

~~(4) To prepare an annual maintenance program for adoption coincident with the annual budget and construction program which is to identify resource requirements in terms of staff resources, equipment and materials, and the costs of each.~~

~~(5) To schedule, on an annual basis, major maintenance activities based on available budgeted maintenance funds so as to achieve an optimum balance of resources in the available time.~~

~~(6) To develop, and annually update, a long range equipment replacement program encompassing all major road department equipment so as to meet the equipment demands of the maintenance program.~~

~~(7) To establish an information reporting system capable of compiling data needed to allow comparison of actual performance with established performance standards and budgetary constraints.~~

~~(8) To discuss, at least biennially, with appropriate supervisory personnel the data regarding utilization of staff resources, equipment and materials so as to assure the lowest attainable unit cost for each maintenance activity.~~

~~(9) To provide adequate information to all maintenance personnel regarding goals and objectives of the county's maintenance management program.~~

~~(10) To explore and evaluate new techniques, products, equipment and ideas which show promise of significantly improving performance or decreasing cost in any segment of the maintenance management effort.))~~ (1) To preserve the investment made in roads, bridges, and roadway appurtenances.

(2) To provide safety, comfort, and convenience for motorists - consistently and uniformly throughout the county road system.

(3) To create stronger accountability to ensure that cost-effective maintenance and preservation is provided for transportation facilities.

NEW SECTION

**WAC 136-11-040 Maintenance management requirements.** (1)

The number and type of maintenance features (physical assets) and the condition of these features are major factors in determining the kinds and amounts of work needed. An inventory of maintenance features (physical assets) shall be maintained.

(2) Maintenance management is based upon work activities. Work activity guidelines shall be defined, by each county, for the significant activities representing the maintenance work to be performed. Definitions shall include an activity code, title, description, work unit and inventory unit.

(3) An annual work program and budget shall be prepared. The activity-based work program and budget shall summarize the kinds and amounts of work planned and the costs of the planned work.

(4) The resources needed to accomplish the annual work program shall be documented.

(5) Work scheduling procedures shall be documented.

(6) Work accomplishment and expenditure shall be monitored.

NEW SECTION

**WAC 136-11-050 Annual review.** On an annual basis, beginning in calendar year 2005, the county road administration board shall review the implementation of and, beginning in calendar year 2008, the compliance with, the requirements of WAC 136-11-040 and report the results to the transportation commission or its successor entity.

NEW SECTION

**WAC 136-11-060 County road administration board assistance.** To assist each county to meet its requirements, the county road administration board shall provide maintenance management support and training. The county road administration board will also provide to counties, upon request, technical assistance related to defining, developing, operating, managing and utilizing maintenance management procedures.



## PREPROPOSAL STATEMENT OF INQUIRY

**CR-101 (June 2004)**

(Implements RCW 34.05.310)

Do **NOT** use for expedited rule making

**Agency:** County Road Administration Board

**Subject of possible rule making:** Maintenance Management Standard of Good Practice

**Statutes authorizing the agency to adopt rules on this subject:** RCW 36.78.121

**Reasons why rules on this subject may be needed and what they might accomplish:** To communicate to counties the details of the new Standard of Good Practice for Maintenance Management. The Standard will provide counties with guidance for implementation of maintenance management practices. The rule will help accomplish the intent of RCW 36.78.121.

**Identify other federal and state agencies that regulate this subject and the process coordinating the rule with these agencies:** The proposed rule is for Washington State County's only.

**Process for developing new rule (check all that apply):**

☐ Negotiated rule making

☐ Pilot rule making

☒ Agency study

☒ Other (describe) Comments received will be presented to the CRABoard at their January 20, 2005 quarterly meeting.

**How interested parties can participate in the decision to adopt the new rule and formulation of the proposed rule before publication:**

Please send written comments to: Karen Pendleton, 2404 Chandler Court SW, Ste 240, Olympia, WA 98504-0913 or karen@crab.wa.gov or fax: 360.586.0386

**DATE**  
November 22, 2004

**NAME (TYPE OR PRINT)**  
Walt Olsen, P.E.

**SIGNATURE**

**TITLE**  
Deputy Director

**CODE REVISER USE ONLY**

November 22, 2004

MEMO TO: All County Engineers' and Public Works Directors'  
Manual Holders

MEMO FROM: Jay P. Weber, Executive Director

MEMO RE: Preproposal Statement for Maintenance Management  
Standard of Good Practice

To all Interested Parties:

As you are aware the County Road Administration Board, under the requirements of RCW 36.78.121, has been working on developing a Standard of Good Practice for maintenance of transportation system assets. CRAB was also directed to develop rules to assist counties in implementing maintenance management systems. The proposed standard of good practice would amend Chapter 136-11 of the Washington Administrative Code (WAC) concerning the standard of good practice for maintenance management.

The County Road Administration Board at its October CRABoard meeting approved the attached draft rule. The draft has been filed with the Code Reviser's office and is attached for your comment.

Please provide written comments to:

Karen Pendleton  
County Road Administration Board  
2404 Chandler Court SW, Ste 240  
Olympia, WA 98504-0913;

Or karen@crab.wa.gov;

Or FAX: 360.586.0386

This information is also available on CRAB's website at [www.crab.wa.gov](http://www.crab.wa.gov).

Comments received will be presented and discussed at the January 20, 2005 CRABoard meeting in Olympia at the CRAB office.